

Ongar

Town Council



Aimi Middlehurst
Town Clerk

8th October 2015

TO MEMBERS OF THE PUBLIC RELATIONS COMMITTEE

You are hereby summoned to attend a meeting of the **PUBLIC RELATIONS COMMITTEE** to be held in **BANSONS, BANSONS WAY, ONGAR** on **THURSDAY 15th OCTOBER 2015** commencing at **8.00pm** for the transaction of business as set out below.

Members of the press and public are invited to attend.

A handwritten signature in blue ink, appearing to read 'Aimi Middlehurst', is written over a horizontal line.

Aimi Middlehurst
Town Clerk

AGENDA

18/15 Apologies for absence

19/15 Declaration of Disclosable Pecuniary Interest (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct.

Members of the Council are subject to Paragraphs 6 (DPIs), 7 (Other Pecuniary Interests) and 8 (Non Pecuniary Interests) of that Code. Members are also subject to paragraphs 9 – 11 of that Code as regards declaration of interests and participation in the meeting insofar as any item of business involves such an interest.

20/15 Public participation session with respect to items on the agenda previously notified to the clerk.

To receive any representations from members of the public. **The maximum time allowed for this item is 5 minutes.**

21/15 To agree the minutes of the Public Relations meeting held on 16th July 2015

The minutes are attached.

22/15 Clerk's Report

Items of information that are not on the agenda

23/15 Best Kept Allotment Competition

Update from 2015 competition and to consider holding this event in 2016

24/15 Remembrance Day Arrangements

To note arrangements for the Act of Remembrance on Sunday 8th November 2015

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25/15 Christmas competitions

- To note arrangements for the 'Best dressed shop window' competition
- To consider schools 'Christmas picture' competition

26/15 Chairman's Coffee Morning

To note arrangements for the Coffee Morning to be held on 2nd December 2015

27/15 EFDC Citizen and Young Citizen of the Year 2016

To consider a nomination for the EFDC Citizen and Young Citizen of the Year Award 2016

28/15 Ongar Town Council Citizen and Young Citizen of the Year 2016

To invite nominations for the Ongar Town Council Citizen and Young Citizen of the Year Award 2016

29/15 Community Grants

To receive a recommendation from the working party

30/15 Community Engagement

To discuss options for communicating the Council's achievements and plans to the community

31/15 Business Plan

To review the Public Relations committee business plan and make a recommendation to Full Council

32/15 Annual Town Meeting

To agree the arrangements for the 2016 Annual Town Meeting

33/15 Budget

To receive and note committee budget to date

34/15 Budget bids for 2016/17

To consider the necessary budget for the next financial year 2016/17

Open Forum

An informal fifteen minute 'Open Forum' session be held after the closure of the meeting where matters of interest or concern could be discussed by members and the public present.